

Brookings County
Capital Asset Form
TRANSFERS, SURPLUS & DISPOSALS

Complete this form for all capital asset Transfers, Disposals, or items
declared surplus – sold, donated, salvaged, destroyed, trade-in, lost/stolen

Capital Assets include land, buildings, building improvements, machinery, equipment, computer software/hardware,
and infrastructure with a useful life greater than one year and original cost greater than \$500.

☐

Transfer

☒

Surplus

☐

Disposal

Asset # & Description:

Asset # 79113 0913 SNOW WING Model 140H
ID # X005892 S

Serial/VIN Number:

7YW01100

Model or Product:

Snow Wing

To Dispose an Asset:

Types: Sold, Donated, Trade-In, Salvage, Destroyed, Lost/Stolen

Surplus For Parts

For Surplus:

☒

YES

☐

NO

Disposal Date:

9-6-2016

To Transfer between Departments:

Transfer From:

Transfer To:

Department:

Department:

Location:

Location:

Date:

Finance Office Use Only

Surplus Sale Date:

Date Fixed Asset System Updated:

Asset Number:

Notes/Comments:

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☐ Transfer

☒ Surplus

☐ Disposal

Asset # & Description:

No Asset # Used Broom Cores x 3

Serial/VIN Number:

NA

Model or Product:

NA

To Dispose an Asset:

Types: Sold, Donated, Trade-In, Salvage, Destroyed, Lost/Stolen

To Sell in House for 75.00 ea
Price established @ 2014 auction

For Surplus:

☒ YES

☐ NO

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9-6-2016

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